
**TOPS Meeting Agenda
Monday, February 29, 2016
Louisville, Kentucky**

1300 Call to Order

Reading of Antitrust Statement

Thank you to our sponsors: **NAMES COMING AS SPONSORS COMMIT**

Attendee Introductions

Establish a quorum

Approve Minutes from Oct. 23, 2015, meeting in San Diego, California

Reports of Officers

Chairman	Craig Jennison
Treasurer	Cathy Grotjahn
Executive Director	Jen Boyer

NOTE – Champagne toast to celebrate TOPS's 20th anniversary at 2:15 p.m. The meeting will pause at that time.

Reports of Committees

Standardization	Eric Lincoln	
		• Report on outstanding action items
Nomination	Amanda Nelson	
		• Introduce new board members
Directors of Safety	Joel Kain	
		• Report on action toward outstanding safety items
Directors of Maintenance	Troy Atkinson	
		• Report on action toward outstanding safety items
Marketing	Geoff Edlund	
		• Next steps in TOPS outreach
		• Walk through of new website and it's tools for members
Audit	John Becker	
		• Preparation for upcoming audit season, introduction of documents and discussion of areas of special interest

New Business

Doors off operations

Seeking skilled auditors for TOPS

Instituting a TOPS program to help members with developing and executing self-evaluations

Reminder to join us at booth #10631 at 2 p.m. tomorrow (March 1) for a champagne toast of TOPS's 20th

Anything for the Good of the Whole

Adjourn General Membership Meeting

TOPS Board Meeting